



# LOS ANGELES COUNTY COMMISSION ON HIV

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## EXECUTIVE COMMITTEE MEETING MINUTES

February 22, 2016

Approved  
3/28/2016

MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	COMM STAFF/ CONSULTANTS
Brad Land, Co-Chair	Michelle Enfield	Jason Brown	Cheryl Barrit, MPIA
Ricky Rosales, Co-Chair	Terrell Winder	Edd Cockrell	Carolyn Echols-Watson, MPA
Al Ballesteros, MBA		Bridget Gordon	Dawn McClendon
Aaron Fox, MPM		Joseph Green	Jane Nachazel
Kevin Donnelly		Katja Nelson	Doris Reed
Grissel Granados, MSW		Yolanda Sumpter	James Stewart
Anthony Mills, MD			
Mario Pérez, MPH			
Juan Rivera			<b>DHSP STAFF</b>
Kevin Stalter			None

### CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Executive Committee Meeting Agenda, 2/22/2016
- 2) **Minutes:** Executive Committee Minutes, 1/25/2016
- 3) **Table:** Commission on HIV/DHSP Work Plan, 2/18/2016
- 4) **Work Plan:** Los Angeles Commissions on HIV, Executive Director (ED) Work Plan (February 16-December 2016), Draft/Preliminary/For Review, 2/22/2016
- 5) **Schedule:** Commission on HIV, Colloquia Series, 2016 Schedule, 2/17/2016
- 6) **Table:** Commission on HIV Membership Roster, 2/2/2016
- 7) **Table:** YR 25 RW Allocations (March 1, 2015 - February 29, 2016), 2/12/2016
- 8) **PowerPoint:** Medical Care Coordination: Integrated Support Services to Improve Health Outcomes in Los Angeles County, 2/16/2016
- 9) **PowerPoint:** Overview of Non-Medical Case Management Support Services, 2/16/2016
- 10) **Vision/Goals:** Goals, Objectives and Monitoring Work Group, Final Draft Vision and Goals, 2/9/2016

1. **CALL TO ORDER:** Mr. Rosales called the meeting to order at 1:00 pm.
2. **APPROVAL OF AGENDA:**  
**MOTION #1:** Approve the Agenda Order (*Passed by Consensus*).
3. **APPROVAL OF MEETING MINUTES:**  
**MOTION #2:** Approve the 1/25/2016 Executive Committee meeting minutes, as presented (*Passed by Consensus*).
4. **PUBLIC COMMENT (Non-Agendized or Follow-Up):** There were no comments.
5. **COMMITTEE COMMENT (Non-Agendized or Follow-Up):**
  - Ms. Granados noted discussions several months ago with Commission and community members on a communitywide "cultural humility" training. That prompted a suggestion for Commission training to address Commission-specific issues.
  - "Cultural humility" emphasizes listening versus "cultural competency" which assumes ability to learn all about a culture.

- ➡ Mr. Rosales will follow-up on potential contractors to provide cultural humility training.

**6. DIVISION OF HIV and STD PROGRAMS (DHSP) REPORT:**

- Mr. Pérez appreciated PP&A's work with DHSP to address underspending due to health care landscape changes. As the system changes, expenditures in some historic investment areas will decline while need in other areas increases.
- DHSP continues to update PP&A on YR 25 expenditures which will help inform YR 26 investments. Projections, however, change over time so Commission ongoing engagement and understanding of external factors is important and appreciated.
- Assemblymember Mike Gipson, South Los Angeles, is spearheading a series of conversations on "Getting to Zero" new infections. Approximately a dozen people participated in a 2/19/2016 conference call that discussed access and barriers.
- Mr. Pérez shared the framework previously presented at the Commission and noted the California Office of AIDS would also launch a discussion in April. He stressed the importance of not working at cross-purposes, but coordinating both among traditional community partners and, critically, across systems largely absent from the discussion in the past, e.g., Medicaid.
- Mr. Stalter asked if six month recertification for ADAP was discussed as a barrier to care. Mr. Pérez replied it was not. Mr. Stalter noted his agency has had 350 encounters in the last six months since its ADAP center opened with 75 pertaining to recertification and many dropping out of care because they did not receive information in time. Mr. Pérez said the County supports annual recertification, but there is pushback from the Federal level and Sacramento as a strategy to limit access.
- Assemblymember Gipson will host a hearing 3/24/24/2016 at Charles Drew University on "Getting to Zero."

**7. EXECUTIVE DIRECTOR'S REPORT:**

**A. Commission/DHSP 2016 Work Plan:**

- Ms. Barrit, Executive Director, said she was integrating the Work Plan as a starting point for her Work Plan with a focus on key priorities for 2016. Some can be integrated into existing Operations training and Policies/Procedures work.
- Mr. Rosales commented this Work Plan was launched as an interim measure in the absence of an Executive Director.
- ➡ Add Assessment of the Administrative Mechanism to the Commission/DHSP 2016 Work Plan.

**B. Leadership Training:**

- Ms. Barrit will integrate training into all Committee meetings. For this meeting, attendees chose words representing leadership skills and competencies drawn from the *Planning Commissioners Journal*. Words were selected to foster discussion of how community leadership, specifically Commission leadership, should look as expressed in behavior.
- As the Commission's leadership body, Executive should exemplify those values in its work. How we all as a Commission behave towards one another, represent ourselves to the public and how we are congruent with our actions affects the body's reputation, the reputation of how it does business and the reputation of how it does business efficiently.
- Each person discussed his/her word: teamwork, accountability, patience, personal responsibility, ethics, humility, commitment, integrity, service, respect, value, shared vision, trusteeship, congruence.
- ➡ Ms. Barrit will type out responses from the leadership exercise to post in the conference room for accountability.

**C. Commission Management and Support:**

- Ms. Barrit presented her initial Work Plan for review. It focuses on three goals to accomplish through December 2016.
- Goal 1: Rebuild staffing capacity and morale through development of a vision for staff to serve as an effective backbone for the Commission along with new hires to meet that goal.
- Goal 2: Refocus Commission activities on core mandates and responsibilities including: retraining Commission members on roles, responsibilities, Bylaws and key planning concepts; establishing multi-year schedule of Policy/Procedures review; and completing phase 1 of Commission website update.
- Goal 3: Begin implementation of new strategic direction and key strategic initiatives for an integrated, unified Commission based on strategic plan development.
- ➡ Executive Committee members will email any comments on her Work Plan to Ms. Barrit.

**8. CO-CHAIRS' REPORT:**

**A. Colloquia Series:**

- Mr. Land reviewed the schedule. The previously planned March colloquium was cancelled.
- ➡ Dr. Mills will email Uyen Kao and contact Dr. LaShonda Spencer on a possible March START study colloquium.

**B. Membership Update:**

- Mr. Stalter reported nine current vacant seats, as noted on the Roster, and encouraged referrals. Operations has received and was reviewing one new application, but the candidate did not appear to be eligible for a seat at this time.
- Vacancies include Board Offices 3 and 4. Supervisor Kuehl's Office had a candidate last year, but the person declined. Dr. Mills has attempted to contact Supervisor Kuehl's Office about the matter without response, but continues efforts.
- ➡ Mr. Stalter, one or two other Commission member representatives, Ms. Barrit and Mr. Pérez will attend the 3/8/2016 Department of Public Social Services meeting on Medi-Cal issues, in particular enrollment and disenrollment issues that impede PLWH eligibility for other insurance. They will also seek to identify a Medi-Cal seat candidate at the meeting.
- ➡ Ms. Barrit will contact the Board Offices and regional health agencies to identify potential Commission seat candidates.

**9. INTEGRATION ADVISORY BOARD (IAB) REPORT:**

- Ms. Gordon reported the IAB was still determining how to best participate in the integration process. Each of the three Departments presented at the last meeting. One IAB group also presented a draft mission statement.
- Mr. Fox said the County identified 10 strategic goals for the integration process. The IAB has requested each Department to present on each goal. Wes Ford, Department of Mental Health, and the director of housing, Department of Health Services (DHS), presented at the last meeting. Dr. Mitchell Katz, Director, DHS, and selected Director of the new Health Agency, has also been asked to present. Ms. Gordon felt most speakers to date have been poorly informed about consumer needs.
- The next meeting will be 2/24/2016, 1:00 pm, Hall of Administration, Room 140. Mark Trotts, DHS, will present on Housing for Health which uses funds traditionally spent on medical services to house high service utilizers. The public is welcome.
- ➡ Ms. Barrit will advise Terry Goddard, MA about the 2/24/2016 IAB meeting which will focus on housing.
- ➡ Open nominations for the one vacant IAB County consumer seat at the March Commission for a vote at the April meeting.
- ➡ Mr. Ballesteros will request Dr. Mitchell Katz, Director, Department of Health Services, to identify a budget for the IAB.

**10. STANDING COMMITTEE REPORTS:**

**A. Planning, Priorities and Allocations (PP&A) Committee:** PP&A members stated their conflicts of interest.

**(1) Revised Ryan White Program Year 25 Allocations:**

- Mr. Ballesteros noted the revised allocations in the packet reflect anticipated Part A, Part B and Minority AIDS Initiative (MAI) expenditures through 2/29/2016. He noted MAI reflects the YR 24 carryover. YR 25 will be expended with YR 26 in YR 26. Revisions reflect Commission motions to authorize adjustments to maximize grants.

**MOTION #3:** Approve the Ryan White Program YR 25 revised allocations, with clarifying notes pertaining to Year 24 MAI expenditures with YR 25 rollover and that the Health Resources and Services Administration (HRSA) waiver from expending a minimum 75% of funds on core medical services did not need to be implemented (**Passed: Ayes**, Ballesteros, Donnelly, Fox, Granados, Mills, Rivera, Stalter, Land, Rosales; **Opposed**, None; **Abstention**, None).

**(2) Medical Care Coordination (MCC) Program Expansion:**

- Mr. Ballesteros noted opportunities to invest additional funds under existing MCC contracts, but many entities without Ambulatory Outpatient Medical (AOM) and MCC contracts also see large numbers of PLWH. Outcomes for PLWH with access to MCC are significantly higher than for those without such access so all should have access.
- The traditional Request For Proposal (RFP) process takes 18-24 months. Such a long delay both harms PLWH who lack MCC access and undermines efforts to maximize the Part A and B grants as PLWH migrate out of AOM.
- DHSP cannot speak to the sole source option, but PP&A felt it was critical for the Commission to support and advocate for a two-part process initiating MCC by sole source with entities not now covered while pursuing an RFP.
- Mr. Land noted sole source has resulted in litigation against the County so his Board Office is averse to it rather than other expedited means. Dr. Mills replied he, Mr. Ballesteros and PP&A have had extensive discussions with DHSP that confirm RFPs and sole source are the only options to get funds on the street. Even the expedited Request For Statements of Qualifications (RFSQ) mandated by the Board for PrEP has still not resulted in services.
- Dr. Mills stressed that patients who have migrated after many years from Ryan White to other payer sources are especially vulnerable to falling out of care. He felt it was medical malpractice not to provide them with MCC.
- ➡ Messrs. Land and Rosales, Committee Co-Chairs; Mr. Ballesteros and Ms. Enfield, PP&A Co-Chairs; Dr. Mills; and Ms. Barrit will advocate with Board Offices for Motion 4 after Commission approval at its March meeting.

**MOTION #4:** Recommend to the Board of Supervisors to direct the Division of HIV and STD Programs (DHSP) contract through sole source agreements for the provision of Medical Care Coordination (MCC) services until a County solicitation for MCC services can be completed and new contracts executed, based on programmatic and surveillance

data that show that MCC services result in better health outcomes for patients than the health outcomes for patients who do not have access to MCC services, (*Passed by Consensus; Abstention*, Pérez).

(a) **Presentation: Medical Care Coordination: Integrated Support Services to Improve Health Outcomes in Los Angeles County:** The PowerPoint was in the packet and available on the Commission website.

(3) **Presentation: Overview of Non-Medical Case Management Support Services:** The PowerPoint was in the packet and available on the Commission website.

(4) **Comprehensive HIV Plan (CHP) Task Force:**

(a) **Task Force and Work Groups Update:** AJ King, MPH and Terry Smith, MPA will open 30-day public comment on the Final Draft Vision and Goals at the March Commission for approval in April. That will launch the CHP process.

**B. Standards and Best Practices (SBP) Committee:**

- Ms. Granados noted the meeting date was changed to the first Thursday of the month starting 3/3/2016.
- Nominations remain open for the second Co-Chair seat which may include new SBP members.

**(1) Prevention Standards:**

- Ms. Granados reported development of Prevention Standards was a key focus for the year, but SBP's current membership under-represents prevention. Consequently, a Prevention Work Group was forming to guide the process. Commission, community and DHSP prevention people have been invited to join.
- She noted Committees as a whole lack a sufficient prevention voice and urged more recruitment.

(2) **Special Populations Guidelines: Transgender, Women, Youth and Post-Incarcerated:** Expert Review Panel recruitment lists are ready. Invitation letters will go out once the 2016 budget starts and consultants can be engaged.

**C. Operations Committee:**

(1) **Membership Management:** Mr. Stalter and Mr. Winder will meet with Mr. Land and Ms. Barrit to develop an annual quarterly training curriculum including additional required HRSA slides and other aspects such as cultural competency.

(2) **Membership Representation and Reflectiveness:** There was no additional discussion.

**(3) Policies and Procedures:**

- Operations plans to complete review of membership Policies/Procedures and related materials such as applications and the scoring form by March in anticipation of the next open enrollment starting in April.
- In addition, Policies/Procedures are being developed on event sponsorship/promotion and on Commission members speaking in public, particularly concerning how and when to identify as a Commission member.

**D. Public Policy Committee:**

- Mr. Fox reported the next Committee's meeting was rescheduled to 3/2/2016 at 1:00 pm. A new regular meeting date will be identified at that time due to conflict with the IAB meeting.
- Mr. Fox was re-elected Co-Chair, but nominations remain open for the second Co-Chair seat. The Committee hoped to broaden its diversity with new members including directly appointed Committee members.
- The next meeting will address the City of Los Angeles, County and State housing initiatives. The County's strategic plan does not mention HIV. It does identify populations for special focus. The transgender population is noted once relative to law enforcement training. LGBT are not mentioned. Public Policy will be developing a response.
- Mr. Land reported a question from the community on mobilizing for AIDS Watch. In the past, the Commission visited local elected officials to educate and advocate. He suggested revisiting participation. Mr. Fox replied AIDS Watch is generally specific to Ryan White with consumers telling their stories. That was effective with congressional leaders in the past, but less so now. Specific subjects for education/advocacy would need to be identified in advance.

➡ Ms. Nelson will forward the Los Angeles County HOPWA Advisory Committee (LACHAC) letters on housing needs in response to the City of Los Angeles and County initiatives to Ms. Barrit for inclusion in the Public Policy packet.

**(1) FY 2016-2017 State Budget:**

- The initial State Budget was released. It does not include any HIV-specific aspects, but the California HIV Alliance has finalized its annual State Budget asks. They are: expand OA-HIPP to cover employer-based health insurance, close the ADAP cost-sharing coverage gap for PLWH between 400% and 500% Federal Poverty Level, and a minimum \$1 million to close gaps in PrEP coverage, e.g., laboratory fees and physician visits.
- The final Budget ask would create a State task force to coordinate HIV, Hepatitis C, Sexually Transmitted Disease and drug user health. Governor Brown has opposed creating task forces with legislation so may also oppose this.

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- Mr. Rivera asked about a program like the State of Washington's PrEP-DAP which mirrors ADAP for PrEP. Mr. Fox replied that was the long term goal, but this was the next strategic step after prior acquisition of prevention funds for PrEP navigation, including help with patient medication assistance programs. Full PrEP-DAP is unrealistic now.
- Mr. Pérez said it was also important to ensure components such as adherence counseling, risk reduction counseling and appropriate testing. Such components might be the next phase of PrEP requests.
- He also recommended identifying data for the PrEP request, e.g., how many may fall through gaps who are suitable for PrEP and how much that was estimated to cost. DHSP estimates 6,000 to 9,000 people in the County.
- ➡ Mr. Pérez will assist Mr. Fox to refine PrEP data for the California HIV Alliance State Budget request to help demonstrate due diligence. Mr. Ballesteros will contribute health plan input.

**(2) Legislative Agenda:** The deadline for bills to be introduced in this second year of the State legislative session was the prior week so the Committee will be reviewing them next month.

### 11. CAUCUS REPORTS:

- Mr. Cockrell asked for an update on the proposed People of Color Caucus. Ms. Granados reported potential members have held two meetings and are working with an external consultant to identify its purpose and goals.
  - Mr. Ballesteros supported the concept, but once all Commission seats are filled it will have a people of color majority so he was unsure of the need. He felt cultural humility training noted earlier would support improved Commission accountability.
  - Ms. Granados had mixed feelings on the need for any Caucuses. If the Commission consistently acted with cultural humility they would not be needed, but the Commission is not there yet. Earlier public comments addressed broader issues than simple numbers such as representation n leadership. Improvements since then are a beginning, but need to carry forward.
  - ➡ Add People of Color Caucus to next agenda Caucus list to ensure regular updates on the topic.
- A. Consumer Caucus:** Mr. Donnelly reported the Caucus discussed how to improve as Commission members especially in better expressing their voices at table as well as the impact of meet-up apps.
- B. Transgender Caucus:** Ms. McClendon reported the Caucus continues to meet and was considering another Trans Summit.
- C. Youth Caucus:** Ms. Granados said the Caucus was finalizing its April colloquium focused on HIV, homelessness and youth.
- D. Women's Caucus:**
- Ms. Gordon reported the Caucus met 2/17/2016 with 23 women attending. It considered its operational structure and chose to elect two Co-Chairs. Candidates are: Ms. Gordon, Traci Bivens-Davis, Yolanda Selenas and Ms. Sumpter. One was unavailable to discuss her candidacy so voting will be online to ensure Co-Chairs are in place by 3/15/2015.
  - The Caucus requested support for a Health Summit. The annual Downtown Women's Action Coalition Reports on Skid Row women living with HIV and those at risk present a microcosm of women's issues countywide, e.g., homelessness, Sexually Transmitted Illnesses, education and prevention, a definition of what is high risk for women, sex abuse, domestic violence and child sex abuse. Reports indicate a downward spiral for women after HIV diagnosis.
  - Ms. Sumpter said the Caucus seeks to reach across all races/ethnicities, e.g., with Ms. Selenus' Co-Chair nomination. The Caucus will also be reaching out to the East Los Angeles Women's Center which has a large Latina population.

**12. NEXT STEPS:** Action items and motions were reviewed.

### 13. ANNOUNCEMENTS:

- Mr. Donnelly announced the Los Angeles County HIV Mental Health Task Force will meet 3/9/2016. Faith Landsman was scheduled to present on mental health and PrEP.
- Mr. Cockrell announced the Community Engagement Work Group, CHP Task Force, will meet 3/1/2016, 1:00 pm, at the Commission offices. It will discuss listening sessions including coordination with Operations for the SPA 1 session.

**14. ADJOURNMENT:** The meeting adjourned at 3:20 pm.